



# THE AFMLL

## The Air Force Medical Logistics Letter

*Delivering Customer Focused Global Integrated Logistics*



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Air Force Medical Logistics Office  
Fort Detrick, Frederick, Maryland 21702-5006  
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## MEDICAL MATERIEL

### Air Force Medical Logistics Office (AFMLO) Remembers *Sam Atkins*

A faithful and dedicated facility manager will be absent from this year's Air Force Medical Facilities Management Symposium. Alexander J. (Sam) Atkins passed away on 19 February 1996, leaving his wife, Elizabeth Ann, and his son, Jay. Sam's formal retirement ceremony and dinner had been held just two days prior. The large crowd of attendees for his ceremony was a testimonial to Sam's dedication and contributions to the Air Force Medical Service.

Sam Atkins was born in Abingdon, VA on 31 March 1934 and entered the Air Force on 3 February 1954. After completing basic training at Sampson AFB, NY and technical school at Francis E. Warren AFB, WY, he was stationed at Lockborne AFB, OH; RAF Station Lakenheath, England; March AFB, CA; Wheelus AB, Tripoli, Libya; Travis AFB, CA; CCK AB, Taiwan; and Shaw AFB, SC. He retired from the Air Force on 31 March 1974. Sam began his "second" career on 6 May 1974 as a civilian employee, serving 21 years and 8 months at the Shaw AFB Hospital.

During his tenure at Shaw AFB, Sam refused to accept the status quo. He continuously sought out new and better ways of doing business and inspired others to do the same. He also embraced new technology and innovation, despite that for the majority of his career computers were nonexistent.

In fact, he became known around the Air Force for his computer wizardry, which he used to great advantage. "Outstanding" ratings on inspections were routine.

As a key Air Force consultant for Medical Facilities Management, Sam leaves a legacy of being the "go-to guy" to for many new and fledgling facilities managers. He served as both a role model and mentor. His positive attitude and selfless dedication in the face of ever-increasing job responsibilities, aging facilities, and continuous downsizing of his civil engineering support staff, set the standard of pride and professionalism. Although Sam will not be with us at the symposium this year, his legacy will live on as a constant source of inspiration to Air Force Facilities Managers worldwide.

We thank Capt Patrick Reese, HQ ACC/SGMS, for submitting this article. (AFMLO/FOMF, Capt Rhonda Hillman, DSN 343-2117)

## Funds Control Module (FCM)

The Funds Control Module (FCM) was added to the finance system in April. It provides the Resource Management Office (RMO) with a means of tracking medical supply and expense equipment costs by the Project Fund Management Report (PFMR) and cost center for the current, and previous fiscal years. Future plans include a real time update of all PFMRs before posting in MEDLOG. The following functions are also provided:

PFMR/CCR Records. Fund Control Account Records are built for every PFMR and RC/CC incurring cost. If fund targets are loaded, they are used to check for funds availability for transactions updating the record. Targets can be loaded for PFMRs only, or also to RC/CC level. **(NOTE: Funds targets were initially loaded by Defense Accounting Office (DAO) personnel. In the future, the DAO will not load the targets. Loading targets will be the responsibility of Air**

**Force. It may be the budget office, resource management office, or even medical logistics.)** Transactions will not reject for lack of a funding target. For the present, funding is managed by the PFMR in MEDLOG. Negative balances cause generation of a management notice to the RMO on a daily basis until the negative condition is corrected.

Interface file management. This ensures proper sequence of update cycles. For example, cycle 142 cannot process before cycle 141. Prior to FCM processing, the sequence number, fiscal year and number of records is validated.

General edits. All input will be edited and updates to FCM will be processed as appropriate. Output records will be forwarded for further processing by the Standard Materiel Accounting System (SMAS) or Integrated Accounts Payable System (IAPS). **(NOTE: Records with a routing identifier of Lxx or OGx are forwarded to IAPS. All other records go to SMAS.)**

Daily Backup. Each day at 2400 hours Greenwich Mean Time (GMT), the FCM automatically produces a Funds Exceeded List, Funds Status List, Reject Suspense List, Management Notice List, and Commitment and Obligation Reconciliation List. The system is not available to the user until this process is complete.

Obligations. Operating and War Reserve Materiel (WRM) obligations and commitments are shown in the system for each year records are available.

LP Surcharge. The local purchase surcharge is computed for issues. You should contact your DAO to ensure the proper percentage is loaded in the system. MEDLOG no longer passes a surcharge image. **(NOTE: The system will only retain one surcharge. The current 5% LP surcharge now applies to all Lxx issues, regardless of fiscal year (FY).)**

Lists. FCM provides various lists. Examples are: Complete Transaction History; Target Exceeded; Fiscal Year-end Closeout; and Funds Summary. Users have read-only capability for the system, plus entry capability for certain areas, such as PFMR

and RC/CC target loads. **(NOTE: It is advisable that your RMO be registered as a user and is connected to the FCM system. Contact the DAO to complete this process.)**

In summary, the FCM fills the gap created when SMAS was fielded without a fund control mechanism. The Cost Center List went away with the old Medical Materiel Accounting System. The RMO can now monitor expenditures in EEIC's 604 and 624. **Because the DAO will no longer load fund targets, the RMO, or possibly even medical logistics, may inherit this task.** You should find out who has been designated this responsibility the next time you request a fund target load, probably at the beginning of the next quarter. You may want to inquire into the procedures at your base before that date.

In the next AFMLL we will explain some of the products available in the FCM. If you have questions, comments, or concerns, please call. (AFMLO/FOCA, Mr. Dale Lyons, DSN 343-4017)

### **Introduction to Logistics (LOG 199) by Satellite**

Air Force Institute of Technology (AFIT) is conducting the Introduction to Logistics (LOG 199)

course via satellite to multiple remote sites coast-to-coast. This is an excellent opportunity to take this course without going temporary duty (TDY). A minimum of five students per location is required for each class. Eligible students are Second Lieutenant through Captain, Staff Sergeant through Master Sergeant, and GS-5 through GS-12 civilians. Cutoff date for the August class is 8 Jul 96. Another class is projected for Jan 97. (AFMLO/FOID, Mr. Joseph Benotti, DSN 343-3102)

### **Medical Materiel Craftsman Course 7-Level Upgrade**

***J3ACR4A171.001***

Four classes of the Medical Materiel Craftsman Course, 7-level upgrade have successfully graduated. Each class has given feedback on desired changes.

One recommended change was to send a letter to each student prior to the course addressing the duty uniform, class location, and reporting instructions. Since we get very short notice of attendees in the next class, we decided to disseminate this information through the AFMLL.

***The duty uniform is either blues or BDUs.***

***The class is held in building 1900, corridor J, room 1083.***

***On the first day, report to the classroom; DO NOT report to building 596.***

The AFMLL is a specialized newsletter published by the Air Force Medical Logistics Office. The AFMLL is published every two weeks to provide timely medical materiel support data to Air Force medical activities worldwide. Our mission is to ensure all Air Force medical facilities receive the highest level of medical logistics support. In that regard, we solicit your articles for inclusion in the AFMLL to relay information for use by other activities. For additional information concerning this publication, call (301) 619-4158/DSN 343-4158 or write to the Air Force Medical Logistics Office, ATTN: FOA, Building 1423, Fort Detrick, Frederick, Maryland 21702-5006. Articles may be data faxed to (301) 619-2557 or DSN 343-2557.

The use of a name of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

Matters requiring AFMLO action after normal duty hours may be referred to the AFMLO Staff Duty Officer. The Staff Duty Officer may be reached at DSN 343-2400 or (301) 619-2400 between the hours of 1630 and 0700 weekdays, and anytime on weekends and holidays.

When you sign in at billeting, building 1600, check the computer stationed there for the most current class start times. The telephone number for billeting is DSN 736-1844.

Supervisors are asked to retain this information for review. As always, if you have questions, give us a call. (384th Training Squadron, MSgt Hardie, DSN 736-6909)

### **Current Status of Decentralized Blanket Purchase Agreements (DBPAs)**

**Attachment 3** is a list of pen and ink changes to the consolidated list provided in Attachment 4 of AFMLL 08-96.

#### **Did You Know?**

Shipment discrepancies should be reported by the individual or activity who discovered the discrepancy. Knowing what type of discrepancy to report and the correct form to complete gets you halfway there. Shipment discrepancies are attributable to the shipper (i.e. a contractor, or the depot). Transportation discrepancies are attributed to the carrier (i.e. the U.S. mail, UPS, or an aerial port).

The type of discrepancy will determine what report to complete. The SF 361 - Transportation Discrepancy Report is used if the carrier is at fault. Transportation offices at the receiving base prepare this form. The SF 364 - Report of Discrepancy (ROD) is used to report discrepancies attributable to the shipper. Logistic offices at the receiving base prepare this form.

For DBPA shipments, do not send discrepancy reports directly to the shipper or carrier. Complete the discrepancy report, take action to correct the discrepancy, or notify AFMLO of discrepancies that can not be resolved. All discrepancies that result from a DBPA shipment should be reported to AFMLO/FOMP. These reports will be reviewed and monitored for trends and possible improvement, or corrective action. When reporting shipment

discrepancies to AFMLO, provide a copy of the purchase document and obtain proof of delivery from vendor.

If a shipment is lost in the mail, request the vendor provide proof of delivery that shipment was made by the U.S. post office. If a shipment is lost at a transshipment point or an aerial port, contact the vendor to provide proof of delivery to that point. If the vendor can provide you with proof of delivery to a government facility (i.e. Mechanicsburg, Travis AFB), the government is liable to pay the vendor, regardless if the shipment was never received by your facility. No monetary adjustments are set up for lost DBPA shipments. Medical accounts are only reimbursed if the shipment originated from the depot.

For more information about shipment or transportation discrepancies, contact your local transportation office. For more information on discrepancy reports, refer to AFMAN 23-110, Vol 5, Chapter 9.

### **SPO Agreement Conversions**

The following agreements have been converted to SPO200-96-A.

8501	8502	8503	8504	8505
8506	8507	8508	8509	8510
8511	8512	8513	8514	8515
8516	8517	8518	8519	8520
8521	8522	8523	8524	8525
8526	8527	8528	8529	8530
8531	8532	8533	8534	8535
8536	8537	8538	8539	8540
8541	8542	8543	8544	8545
8546	8547	8548	8549	8550
8551	8552	8553	8554	9002
9005	9006	9009	9013	9014
9017	9018	9019	9020	9021
9022	9026	9027	9028	9029
9030	9032	9035	9038	9042
9048	9049	9050	9051	9052
9056	9057	9059	9061	9068
9072	9073	9074	9077	9081
9084	9085	9086	9088	9093

9094	9095	9099	9105	9107
9108	9110	9111	9112	9114
9116	9117	9122	9125	9127
9128	9129	9130	9131	9132
9133	9134	9135	9136	9138
9139	9141	9143	9144	9147
9149	9150	9152	9153	9154
9155	9158	9160	9162	9166
9170	9172	9177	9182	9184
9189	9194	9196	9204	9207
9209	9210	9211	9213	9214
9215	9217	9219	9220	9221
9222	9225	9226	9227	9228
9237	9238	9239	9242	9243
9244	9245	9246	9247	9250
9251	9252	9253	9255	9256
9259	9261	9265	9266	9267
9269	9270	9274	9275	9276
9278	9281	9283	9284	9285
9287	9288	9289	9290	9293
9294	9296	9298	9299	9300
9301	9303	9304	9305	9308
9309	9310	9311	9314	9316
9317	9319	0321	9322	9323
9325	9327	9329	9334	9338
9349	9350	9353	9354	9356
9360	9363	9367	9369	9370
9377	9378	9380	9383	9385
9390	9391	9403	9405	9409
9411	9414	9416	9420	9423
9425	9433	9434	9435	9436
9438	9441	9458	9459	9462
9463	9464	9465	9466	9467
9468	9469	9471	9472	9473
9474	9475	9476	9477	9478
9479	9480	9481	9482	9483
9484	9486	9487	9488	9489
9490	9491	9492	9493	9494
9495	9496	9497	9498	9499
9500				

(AFMLO/FOMP, Mrs. Charlotte Christian, DSN 343-4164)

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## Information

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### Medical Logistics in Action

Headquarters, Air Force Medical Support Agency (HQ AFMSA) and the Air Force Medical Logistics Office (AFMLO) extend sincere congratulations to the personnel named below for their outstanding achievements. (AFMLO/FOA, Ms. Rita Miller, DSN 343-4158)

### 374th Medical Group Yokota AB JA

**Kelly L. Brann** was promoted to **Senior Airman**. **Cynthia Y. Scott** was promoted to **Technical Sergeant** and was awarded the Air Force Achievement Medal (1st OLC) for outstanding duty performance while coordinating the relocation of the 374th Aeromedical Evacuation Squadron into a new facility. **SSgt Kimberly K. Greene** was awarded the Air Force Commendation Medal for meritorious service while assigned at Yokota AB JA. **TSgt Jerry L. Peguese** received the Air Force Achievement Medal for outstanding achievement during an extended reception, staging, and onward integration exercise in Korea. **MSgt David M. Johns** received a Bachelor of Science degree in Business Management from the University of Maryland.

### 3rd Medical Group Elmendorf AFB AK

**Maj Richard D. Edward** was awarded the Air Force Meritorious Service Medal (2nd OLC) for duty performance at Elmendorf AFB AK upon his retirement. **SMSgt John M. Good** was awarded the Meritorious Service Medal (3rd OLC) for duty performance while assigned at Incirlik AB TU. Elmendorf Medical Logistics received an overall "Outstanding" rating during its recent Air Force Medical Health Services Inspection.

### 64th Medical Support Squadron Reese AFB TX

**Sarah C. Bentley** was promoted to **Airman First Class**. **TSgt B. Kevin Green** was presented the

Air Force Commendation Medal (1st OLC) for Meritorious Service while assigned to Keesler AFB MS. **SSgt William Armstrong** was presented the Air Force Achievement Medal (1st OLC) for outstanding achievement while assigned to Reese AFB TX. He also received the individual 64th Medical Group Quality Improvement award for the second quarter. The Medical Logistics section received the 64th Medical Group Quality Improvement Section award for the second quarter. **SSgt J. L. Matthey** was presented the Joint Service Achievement Medal for meritorious service while deployed to San Vito AS, Italy in support of Operation Provide Promise/Deny Flight. **Mr. Joe D. Hensley** was selected as the 64th Medical Group Civilian of the Quarter for the period Jan - Mar 96. **MSgt Janielle E. Fameree** was selected as the 64th Medical Group Senior Noncommissioned Officer of the Quarter for the period Jan - Mar 96. She also completed requirements and received a Bachelor of Science degree in Business Administration from Wayland Baptist University.

**609th Air Support Squadron  
MCLB Albany GA**

**Charity Harrison** was promoted to **Airman**. **MSgt Fred C. Slater** was awarded the Meritorious Service Medal (1st OLC) for outstanding service during his 24 year career in the Air Force.

**384th Training Squadron  
Sheppard AFB TX**

The following personnel completed the Biomedical Equipment Apprentice Course, J3ABR4A231.001, Class 950831.

A1C Jason Devecka	Cannon AFB NM
A1C Shannon Gilbert	Tyndall AFB FL
A1C Juan Gonzales	MacDill AFB FL
A1C Bonnie Janas	Keesler AFB MS
A1C Alfonso Martinez	Lackland AFB TX
*SSgt Scott Rognlie	Idaho ANG
A1C Lawrence Sanders	McClellan AFB CA
Amn Amanda Spencer	Misawa AB JA
A1C John Swain	Luke AFB AZ
Amn Loren Wilson	Kadena AB JA

The following personnel completed the Medical Materiel Apprentice Course, J3ABR4A131.000, Class 960412, Instructor SSgt Bobby R. Carter.

SrA Mario Alanis	Kelly AFB TX
AB Kristine Benson	Kirtland AFB NM
AB Angela Copeland	Shaw AFB SC
AB Darnisha Crawford	Kirtland AFB NM
SSgt Helene Donofry	Pennsylvania ANG
A1C Hsanni Henry	Travis AFB CA
AB Jan-Michael Hughes	Seymour Johnson AFB NC
SSgt James Martin	Colorado ANG
Amn Anna Myers	Keesler AFB MS
AB Billy Riley	Offutt AFB NE
A1C Rafael Rivera	Randolph AFB TX
Amn Tanya Turner-Fells	Barksdale AFB LA
AB Jaclyn Wilson	Little Rock AFB AR
AB Carl Wyrick	MacDill AFB FL
*SrA Norma Zapata	Kelly AFB TX

The following personnel completed the Biomedical Equipment Apprentice Course, J3ABR4A231.001, Class 950929.

A1C Dwayne Baca	Kirtland AFB NM
Amn Gregory Bauman	Lackland AFB TX
A1C Sergio Chinchilla	Sheppard AFB TX
Amn Brett Dobbs	Lackland AFB TX
A1C Christopher Galloway	Sheppard AFB TX
A1C Annette Holland	F.E. Warren AFB WY
A1C Michelle McShorter	Sheppard AFB TX
A1C Adam Zenner	Sheppard AFB TX

The following personnel completed the Medical Materiel Apprentice Course, J3ABR4A131.000, Class 960503, Instructor Ssgt Greg Pierce.

SSgt Juan Austin	Florida ANG
AB Christopher Bueno	Malmstrom AFB MT
AB Jason Doyle	Tinker AFB OK
AB Enrique Elizondo	Patrick AFB FL
AB Tara Geroux	Elmendorf AFB AK
SrA Sean Gerrells	Maxwell AFB AL
SSgt Fred Gonzalez	Kelly AFB TX
AB Margaret Gregory	Cannon AFB NM
AB Erica Jimenez	Yokota AB JA
AB Heidi Kane	Elmendorf AFB AK
AB Tony Martin	Maxwell AFB AL
AB Julie Parmer	Keesler AFB MS
AB Robin Penney	Yokota AB JA
SrA Gerald Ricketts	NY Reserves
AB April Sanchez	Lackland AFB TX
AB Ajay Singh	F.E. Warren AFB WY
AB Krisina Ward	Wright-Patterson AFB OH
AB K. C. Woods	Kelly AFB TX

\* - *Denotes Honor Graduate*

**Air Force Medical Logistics Office  
Fort Detrick MD**

**J. Dennis Ford** was promoted to **Captain**. **TSgt Clifton E. Green, Jr.** was awarded the Air Force Commendation Medal (2nd OLC) for meritorious service while assigned at 78th Medical Group, Robins AFB GA. **TSgt Bryan C. Matthews** was presented the Meritorious Service Medal for outstanding duty performance at the Air Force Medical Logistics Office, Fort Detrick MD. He was also presented the *Army Achievement Medal* for outstanding meritorious achievement in the participation and implementation of the Fort Detrick All Service Color Guard for the period May 93 - Dec 94.

## AFMLO Messages/Listings

<u>Category</u>	<u>Last Published</u>	<u>Date</u>	<u>AFMLO OPR</u>
QA Message	6158-0012	7 Jun 96	FOMP
Last 1995 QA Message	5326-0041	22 Nov 95	FOMP
DBPA Consolidated List	AFMLL 14-95	7 Jul 95	FOMP
DBPA Message	R252002Z	25 Jul 95	FOMP
Shared Procurement List	AFMLL 17-95	18 Aug 95	FOM
Back-Order Items Message	R162000Z	16 Apr 96	FOCT
MEDLOG Info Message	MIM 95-05-AJ	28 Nov 95	FOCA